



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
ECONOMIC DEVELOPMENT, ENVIRONMENT & TOURISM

Reference No. : S.4/2/3

TO ALL HEADS OF DEPARTMENTS: LIMPOPO PROVINCIAL ADMINISTRATION

HRM VACANCY CIRCULAR 5 OF 2019

ADVERTISEMENT OF POSTS IN THE DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT
AND TOURISM

The Department of Economic Development, Environment and Tourism is an equal opportunity, affirmative action employer. It is the Department's intent to promote representativeness (race, gender and disability) through the filling of these posts. The candidature of persons whose transfer / promotion / appointment will promote representativeness, in line with the numeric targets as contained in the Department's Employment Equity Plan, will receive preference. An indication of representativeness profile by the applicants will expedite the processing of applications.

Applications are invited for the filling of the vacant posts, which exist in the Department, as outlined in the attached Annexure.

Applications should be submitted on Z83 forms which are obtainable from any Public Service Department and should be accompanied by original certified copies of educational qualifications, ID plus a comprehensive CV, and be forwarded to:

The Department of Economic Development, Environment and Tourism

Private Bag X9484
POLOKWANE
0700

OR

Evidiki Towers
Registry Office No. B1-73
19 Biccard Street
POLOKWANE
0700

The content of this circular must be brought to the attention of all employees in your Department.

Further enquiries can be made to Ms Moselane K.M / Ms Lingenfelder L / Ms Lehaha P.E at 015 – 293 8644 / 8664 / 8692.

HEAD OF THE DEPARTMENT
Kgopong NS

DATE

HEAD OFFICE

20 Hans Van Rensburg Street / 19 Biccard Street, Polokwane, 0700, Private Bag X 9484, Polokwane, 0700
(Switchboard) Tel: +2715 293 8300 Website: www.ledet.gov.za



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ENVIRONMENTAL PROTECTION AND INFRASTRUCTURE PROGRAMMES EPIP



environmental affairs

Department:
Environmental Affairs
REPUBLIC OF SOUTH AFRICA



ENVIRONMENTAL PROTECTION &
INFRASTRUCTURE PROGRAMMES



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
ECONOMIC DEVELOPMENT, ENVIRONMENT & TOURISM



EXPANDED PUBLIC WORKS PROGRAMME
Creating opportunities towards human fulfilment

PROVINCIAL ADMINISTRATION: LIMPOPO PROVINCE DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM

The Department of Economic Development, Environment and Tourism is an equal opportunity, affirmative action employer. It is our intent to promote representativeness (race, gender and disability) in the Department through the filling of these posts. The candidature of persons whose transfer / promotion / appointment will promote representativeness, in line with the numeric targets as contained in the Department's Employment Equity Plan, will receive preference. An indication of representativeness profile by the applicants will expedite the processing of applications.

APPLICATIONS: Direct your application quoting the relevant reference number, position and management area on the Z83 to: The Head of Department: Department of Economic Development, Environment and Tourism, Private Bag X 9484 POLOKWANE, 0700. Hand delivered applications may be submitted at Evridiki Towers, Registry Office, 19 Biccard Street, Office B1-73, POLOKWANE. Correspondence will be limited with the short-listed candidates only. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No.3 of 2000. Shortlisted applicants should be willing to undergo normal vetting and verification process as well as other relevant security and pre-employment checks as prescribed by the Minimum Information Security Standards. Consequently, the appointment will be subject to positive outcomes on these processes, which includes amongst others security clearance, security vetting, qualification verification, criminal record verification and reference checks. Appointment to some of these posts will be provisional, pending the issue of a positive security clearance. Therefore, the appointment will be reconsidered/possibly terminated in case where the applicant failed to get a positive security clearance. Fingerprints will be taken on the day of the interviews. The Department of Economic Development, Environment and Tourism reserve the right not to fill any of these advertised posts.

CLOSING DATE: 08 AUGUST 2019

NOTE: All costs associated with an application will be borne by the applicant. For applications to be accepted, applications must be submitted on a Z83 form (Public Service Application form), obtainable from any Public Service Department, and must be completed in full and signed. Applications must be accompanied by a comprehensive CV, original certified copies of qualifications and ID with its certification being NOT older than three (3) months. An original certified copy of a valid driver's license should be submitted if an advertisement states that a valid driver's license is required should an advertisement states that a valid driver's license is required. Failure to submit the requested documents will result in the application not being considered. Applicants in possession of a foreign qualification must furnish this Department with the SAQA evaluation certificate. Please send a separate and complete application for each post you apply for, stating the correct reference for each position you are interested in. Faxed and e-mailed applications will not be considered. Candidates must comply with the minimum appointment requirements. CV's should reflect one's degree of compliance with the above mentioned requirements and responsibilities. It will be expected of candidates to be available for selection interviews on the date, time and place as determined by the Department. Applications must reach the Department before the closing date. It is the sole responsibility of an applicant to ensure that their applications reach the Department of Economic Development, Environment and Tourism before the stipulated closing date. Applications received after the closing date will not be considered. Applicants who have retired from the Public Service with a specific determination that they cannot be reappointed or have been declared medically unfit will not be considered.

OTHER POSTS

The Department reserves the right not to make any appointment to the post advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.

JOB ADVERTISEMENT ENVIRONMENTAL MONITOR – 70 VACANCIES LIMPOPO ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM (LEDET)

Duties:

- **Administrative Duties:**
 - Compile daily reports, weekly reports, monthly reports and quarterly reports.
 - Ensure the submission of monthly timesheets.
 - Ensure the filing of documents for easy referral.
 - Ensure the necessary permits are processed for stakeholders.
- **Assist with the protection of the reserve and its natural environment resources which will include the following:**
 - i. Nature conservation patrols.
 - ii. To be conversant with the acts (LEMA).
 - iii. Supervise law enforcement and maintenance teams.
 - iv. Inspect and repair boundary fence.
 - v. Warn visitors on unauthorized actions in reserves and report non-compliance.
 - vi. Assist with fire management services which would include the following:
 - Execute fire burning programme;
 - Maintain the fire belts along the fences and facilities;
 - Conduct block burn
 - v) Assist with access control
- **Provide Environmental Awareness and outreach programmes to communities in and around protected areas.**
 - i. Visit neighbouring schools and provide environmental awareness.
 - ii. Provide educational materials to reserve visitors and school groups.
 - iii. Ensure that environmental calendar days are commemorated.
 - iv. Liaise with communities through Traditional Leaders on issues of conservation.
- **Assist with monitoring of ecological processes, habitats and biodiversity in nature reserves which will include the following.**
 - i) Gather biological and ecological data;
 - ii) Report on areas for rehabilitation;
 - iii) Monitor rehabilitation areas
- **Assist with the monitoring and control of recreational facilities which will include the following:**
 - i) Control and monitoring of recreational activities;
 - ii) Maintenance of recreational areas.

ESSENTIAL MINIMUM REQUIREMENTS FOR SUCCESSFUL APPLICATION:

- A grade 12 certificate,

- Applicants should be residents of local villages around LEDET state reserves (*a letter from the Traditional Authority must be attached*).
- Firearm Competency (*a training certificate or competency certificate must be attached*).
- Physically fit (*shortlisted candidates will undergo a physical fitness test*)
- No criminal record

Added Advantage

- Diploma in Nature Conservation and Degree in Environmental Science with relevant experience in Nature Conservation as an added advantage.
- Computer Literacy (with certificate)
- Driver's license (attach)

STIPEND

As per the Ministerial determination. However, Armed Environmental Monitors are paid a rate of R219. 10 per day and Unarmed Environmental Monitors are paid a daily rate of R189. 89.

This position is a contract starting on the 1st of September 2019 ending on the 30th of March 2022 based at various reserves, with annual contract renewal based on satisfactory performance.

APPLICATIONS CLOSING DATE:

08 August 2019 at 16h00.

Candidates who have received no response within 14 days of the closing should kindly assume their application was unsuccessful. LEDET reserves the right not to fill these positions or if no suitable candidates are found, to re-advertise.

Please make use of the reference "Environmental Monitor"

Please submit your abbreviated CV with contact details of 3 referees and cover letter to:
The Department of Economic Development, Environment and Tourism

Private Bag X9484
POLOKWANE
0700

OR

Evidiki Towers
Registry Office No. B1-73
19 Biccard Street
POLOKWANE

Or hand delivered to

DISTRICT	PHYSICAL ADDRESS	OFFICE
Mopani	Zone A, Old Parliamentary Building Giyani, P/Bag X9681, Giyani, 0826	Information and Records Management (Ledet)
Capricorn	90 Bok Street, Gani House, Polokwane, P/Bag X9555, Polokwane, 0700	Information and Records Management (Ledet)
Waterberg	84 River Street, NTK Building, P/Bag X1041, Modimolle, 0510	Information and Records Management (Ledet)
Sekhukhune	Zone F & B, Parliamentary Building, Sekhukhune, P/Bag x31, Chuenespoort, 0745	Information and Records Management (Ledet)
Vhembe	Old Parliamentary Building, 1 st Block East, Thohoyandou, P/Bag X5088, Thohoyandou, 0950	Information and Records Management (Ledet)